

## Set up a Private Fee For Service (PFFS) Payer

1. From the main menu in Barnestorm Office, click on the Codes button.
  2. Click on Program Related Codes.
  3. Select Payer Codes.
2. To add a new PFFS payer, click on the green New Payer button. Enter the program code for the payer. Enter a payer code that has not been used.
- The Provider # is the identity number the insurance agency gave you
  - Below Provider # type in U for UB04
  - Type of Bill is 32
  - Per Diem is N
  - Format is Q
  - Hospice is N
  - PPS is Y
  - 485 Box 26 option is 1
  - Use Medicare HCPCS is N
  - Stat Class is X
  - Pay Class is x
  - Force revenue codes that end in 0 to end in 1 is 0
  - Pay/Adj code to use when posting payments: choose a code
  - Pay/Adj code to use when posting adjustments: choose a code
  - Address is optional. This is address of where you send the paper claims to. This will show up on the paper claim.
  - Click on **Save** to save the new payer.
  - Complete the **Add a HIPAA Payer** process, which you can find in the Barnestorm documentation under the **General** category.

Knowledgebase

<http://kb.barnestorm.biz/KnowledgebaseArticle50085.aspx>